

ARLINGTON FINANCE COMMITTEE  
MINUTES OF MEETING  
TOWN HALL HEARING ROOM  
10/1/12

ATTENDEES:

Bayer*	Padaria	Jenkins	White*	McKenna*
DeCoursey*	Connors	Simmons	Gibian*	
Tosti	Foskett*	Deyst	Ronan	
Ferrara*	Beck	Jones*	Deshler*	
Franclemont*	Howard*	Fanning*	Carman	Turkall*

\* Indicates present

VISITORS: Town Manager Adam Chapdelaine, Deputy Town Manager Andrew Flanagan

SPECIAL TOWN MEETING

ART 5: COLLECTIVE BARGAINING: Chapdelaine announced that agreements have been reached with all the union leadership except the Patrolmen through FY15. All but 2 have been voted by the membership. He provided a summary of the agreements (Ref 1). All agreements through FY13 will be funded from money set aside for this purpose and voted by previous Town Meetings. The funding for FY14 & FY15 is consistent with the long range plan. All unions agreed to the same annual increases: FY12 3%, FY14 & FY14 1.75% each. SEIU members agreed to a performance & development adder worth 20% of their total package. Snow incentives & tool allowances were also increased. Chapdelaine provided vote wording (Ref 2) for all 7 unions with the 2 not voted contingent on ratification by members.

VOTED to accept the recommended votes with several small corrections made by the Manager. Unanimous

ART 6 THOMPSON SCHOOL: Chapdelaine recommended appropriating the proceeds from the sale of Crosby School to rebuilding of Thompson. Voting this now, rather than at the Annual Town Meeting will avoid cost of short term borrowing. He provided suggested wording (Ref 3).

VOTED \$2,873,671.74. with the suggested wording. Unanimous.

ART 4 FY2013 BUDGETS: Chapdelaine provided suggested wording for the kindergarten funding plan approved in principal at the 9/12 meeting.

VOTED to accept the recommended wording. 10-0-1

MICROBURST REPLANTING: Chapdelaine recounted a discussion he had with a Town Meeting Member who wanted to get the trees lost in the microburst replanted with the kindergarten refunding excess. Chapdelaine believes he has convinced the TMM that this is not a good idea for several reasons including the threat to the long term plan and the possibility for planting on private property to prevent telephone line interference. He suggested that if there is not undue pressure on the Reserve Fund, it might be used.

TRANSFERS:FROM RESERVE FUND

Voted \$1703 for FY13 Town Clerk expenses in first special election. Unanimous

Voted \$21316 for FY13 Board of Selectmen expenses in first special election.

Unanimous

VOLUNTEERS for the following committees should notify Turkall

Building Maintenance Committee: Bayer noted that since this is a BoS advisory committee, the FinCom member position would be advisory until the committee is endorsed by Town Meeting. Town Counsel says this is planned for the Annual Town Meeting.

Information Technology Advisory Committee: A member is needed to replace Dan Dunn.

COMMITTEE: Turkall, Foskett & Jones will work to get the FinCom Report ready by Wed, 10/3.

Peter Howard 10/1/12

cc FinCom Members, Town Web Site

Ref 1 Collective Bargaining Agreements

Ref 2 Collective Bargaining Votes

Ref 3 Recommended votes on Art 4 & 6

Ref 1

## ARTICLE 5

## COLLECTIVE BARGAINING

To see if the Town will vote to fund any fiscal items in the event that they are contained in collective bargaining agreements between the Town and the following named collective bargaining units, and to fund for non-union, M Schedule and elected officials salaries or fringe benefits, determine how the money shall be raised and expended; or take any action related thereto:

### **A. Local 680, American Federation of State, County and Municipal Employees;**

**Summary:** The Town of Arlington and AFSCME, Local 680, came to a tentative agreement in mid-August of 2012. The Agreement must be ratified by the Union on or before October 9, 2012.

The final contract centers on adjustments to the salary table and several other minor modifications to snow incentive pay and tool allowances for building maintenance staff and mechanics.

**Description:** The contract is for a three-year period commencing July 1, 2012 through June 30, 2015. Cost of living increases were consistent with those of other unions who settled for the same period.

<b>Wages:</b>	July 1, 2012	3.0% Increase
	July 1, 2013	2.75% Increase
	July 1, 2014	2.75% Increase

**Snow Incentive:** Currently, any custodian, recreation, cemetery, community safety mechanics, the DPW Administrative Assistance and/or natural resource employees that responds to every winter snow/ice event from November 1<sup>st</sup> to April 30<sup>th</sup> (at least two in the season) receives a snow incentive of \$400. The new agreement would increase the snow incentive by \$100, to \$500.

**Tool Allowance:** Town mechanics currently receive a \$500 tool allowance. Under the new agreement, the mechanic's tool allowance would increase by \$100, to \$600 and the building maintenance staff would receive a \$300 tool allowance. Both mechanics and building maintenance staff will be responsible for purchasing their own hand tools, including cordless power tools.

ITEM	FY11	FY12	FY13	TOTAL
7/1/2010 - 0%	0			-
7/1/2011 - 2% (9/1/11) 1% (1/1/12)		Funds previously appropriated		-
7/1/2012 - 3%			145,627	145,627.00
				-
Snow Incentive			2,000	2,000.00
Tool Allowance			3,000	3,000.00
<b>TOTAL ROLL OUT COST OF 3 YEAR PERIOD</b>	<b>0</b>	<b>0</b>	<b>150,627</b>	<b>150,627.00</b>

## B. Service Employees International Union

**Summary:** The Town of Arlington and SEIU, Local 888, came to a tentative agreement in mid-May of 2012. The Agreement was ratified by the Union on May 23, 2012.

The final contract centers on adjustments to the salary table, the addition of snow and ice incentive language and the addition of a performance and development pay program.

**Description:** The contract is for a three-year period commencing July 1, 2012 through June 30, 2015. Cost of living wage increases were consistent with those of other unions who settled for the same period.

**Wages:**

July 1, 2012	3.0% Increase
July 1, 2013	2.75% Increase
July 1, 2014	2.75% Increase

**Snow and Ice Incentives:** Consistent with other union contracts whose membership is required to respond during snow and ice events, members of the union shall receive a \$400 incentive if the bargaining unit member reports to every winter snow/ice event on and between November 1<sup>st</sup> and April 30<sup>th</sup>, providing that there are at least two events.

**Pay for Performance Program:** In continuance of its mission to provide excellent service to the community, the Town shall have the authority to implement a program where bargaining unit employees may apply to enhance their pay through improvements to their job performance. Employees who either demonstrate a higher level of qualitative and quantitative output and/or develop skills or competencies that can enhance their ability to perform in their current job or boost their eligibility for potential promotions or

increase their understanding of the functions of government may be eligible for a one-time payment of \$350.

ITEM	FY11	FY12	FY13	TOTAL
7/1/2010 - 0%	-			-
7/1/2011 - 2% (7/1/11) 1% (1/1/12)		Funds previously appropriated		-
7/1/2012 - 3%			55,586	55,586.00
				-
				-
Snow Incentive			2,000	2,000.00
Performance & Development Pay			14,700	14,700.00
<b>TOTAL ROLL OUT COST OF 3 YEAR PERIOD</b>	-	-	72,286.00	72,286.00

### C. Robbins Library Professional Association

**Summary:** The Town of Arlington and the Robbins Library Professional Association came to a tentative agreement in early June of 2012. The Agreement was ratified by the Union on August 27, 2012.

The final contract centers on adjustments to the salary table.

**Description:** The contract is for a three-year period commencing July 1, 2012 through June 30, 2015. Cost of living wage increases were consistent with those of other unions who settled for the same period.

**Wages:**

July 1, 2012	3.0% Increase
July 1, 2013	2.75% Increase
July 1, 2014	2.75% Increase

ITEM	FY11	FY12	FY13	TOTAL
7/1/2010 - 0%	0.00			-
7/1/2011 - 2% (7/1/11) 1% (1/1/12)	Does not require an appropriation			--
7/1/2012 - 3%			15,453.00	15,453.00
				-
				-
<b>TOTAL ROLL OUT COST OF 3 YEAR PERIOD</b>	<b>0.00</b>	<b>0.00</b>	<b>15,453.00</b>	<b>15,453.00</b>

#### **D. Local 1297, International Association of Firefighters;**

**Summary:** The Town of Arlington and the International Association of Firefighters, Local 1297 came to a tentative agreement in mid-September of 2012. The Town and the union have not been under contract since June 30, 2009. The parties agreed to a Memorandum of Agreement (MOA) for FY10 through FY12 and agreed on a successor agreement for FY13 through FY15. Both agreements must be ratified by the Union on or before October 9, 2012.

The final contract centers on adjustments to the salary table and EMT pay.

**Description:** The MOA and the successor agreement are both for three-year periods. The MOA commenced on July 1, 2009 through June 30, 2012 and the successor agreement commenced on July 1, 2012 through June 30, 2015. Cost of living wage increases were consistent with those of other unions who settled for the same period.

#### **Wages:**

July 1, 2009	0% Increase	<b>MOA FY10-FY12</b>
July 1, 2010	0% Increase	
September 1, 2011	2% Increase	
January 1, 2012	1% Increase	
July 1, 2012	3.0% Increase	<b>Successor Agreement</b>
July 1, 2013	2.75% Increase	
July 1, 2014	2.75% Increase	

**EMT Pay:** The Town and Union agreed to increase the EMT pay from 1% of maximum firefighter salary to 1.5% of maximum firefighter salary in FY13 and to 2% of maximum firefighter salary in FY14.

**Other Provisions:**

*Promotional Exams and Promotional Exam Study Guides:* The Town agreed to purchase two sets of study guides for the Human Resources Division promotional exams for Fire Captain and Lieutenant. The Town also agreed to reimburse members of the bargaining unit who pass Human Resources Division Promotional Exams.

ITEM	FY11	FY12	FY13	TOTAL
7/1/2010 - 0%	0			-
9/1/2011 - 2%		70,131	70,131	140,262.00
1/1/2012 - 1%		21,460	21,460	42,920.00
7/1/2012 - 3%			137,215	137,215.00
				-
EMT Stipend - 0.5%			19,434	19,434.00
Purchase of Exam Study Guides & Exam Reimbursement			2,000	2,000.00
<b>TOTAL ROLL OUT COST OF 3 YEAR PERIOD</b>	<b>0</b>	<b>91,591</b>	<b>250,240</b>	<b>341,831.00</b>

**E. Arlington Ranking Officers' Association;**

**Summary:** The Town of Arlington and the Arlington's Ranking Officers' Association came to a tentative agreement in mid September of 2012. The Town and the union have not been under contract since June 30, 2010. The parties agreed on a Memorandum of Agreement (MOA) for FY11 through FY12 and agreed on a successor agreement for FY13-FY15. Both agreements were ratified by the Union on September 20, 2012.

The final contract centers on adjustments to the salary table, the addition of staff assignment premiums and clothing allowances.

**Description:** The MOA and the successor agreement are both for three-year periods. The MOA commenced on July 1, 2010 through June 30, 2012 and the successor agreement commenced on July 1, 2012 through June 30, 2015. Cost of living wage increases were consistent with those of other unions who settled for the same period.

**Wages:**

July 1, 2010	0% Increase	<b>MOA FY10-FY12</b>
July 1, 2011	2.75% Increase	

July 1, 2012	3.0% Increase	<b>Successor Agreement</b>
July 1, 2013	2.75% Increase	
July 1, 2014	2.75% Increase	

**Staff Assignment Premiums:** The Town and Union agreed that employees represented by the bargaining unit who are regularly assigned to the Support Services/Training, Traffic/Parking Officer in Charge, or Details & Licensing functions shall be paid a five percent (5%) staff assignment differential.

**Clothing Allowance:** Members of the bargaining unit currently receive a clothing allowance of \$500. The Town and Union agree to increase the clothing allowance by \$100, to \$600. Members of the bargaining unit agree to assume the responsibility of purchasing their own body armor.

ITEM	FY11	FY12	FY13	TOTAL
7/1/2010 - 0%	0			-
7/1/2011 - 2.75%		33,551	33,551	67,102.00
7/1/2012 - 3%			40,511	40,511.00
				-
Clothing Allowance			1,400	1,400.00
Day Assignment Stipend			13,000	13,000.00
<b>TOTAL ROLL OUT COST OF 3 YEAR PERIOD</b>	<b>0</b>	<b>33,551</b>	<b>88,462</b>	<b>122,013.00</b>

**G: M Schedule and non-union employees;**

**Summary:** The Town of Arlington's M Schedule employees and non-union employees will receive cost of living increases that are consistent with the wage increases in the collective bargaining agreements for FY13 through FY15.

<b>Wages:</b>	July 1, 2012	3.0% Increase
	July 1, 2013	2.75% Increase
	July 1, 2014	2.75% Increase



### M Schedule

ITEM	FY11	FY12	FY13	TOTAL
7/1/2010 - 0%	0			-
7/1/2011 - 2% (7/1/11) 1% (1/1/12)		Funds previously appropriated		-
7/1/2012 - 3%			50,395	50,395.00
<b>TOTAL ROLL OUT COST OF 3 YEAR PERIOD</b>	<b>0</b>	<b>0</b>	<b>50,395</b>	<b>50,395.00</b>

### Non – Union

ITEM	FY11	FY12	FY13	TOTAL
7/1/2010 - 0%	0			-
7/1/2011 - 2% (7/1/11) 1% (1/1/12)		Funds previously appropriated		-
7/1/2012 - 3%			70,105	70,105.00
<b>TOTAL ROLL OUT COST OF 3 YEAR PERIOD</b>	<b>0</b>	<b>0</b>	<b>70,105</b>	<b>70,105.00</b>

### H: Full time elected officials;

**Summary:** The Town of Arlington's full-time elected officials will receive cost of living increases that are consistent with the wage increases in the collective bargaining agreements for FY13 through FY15.

**Wages:**

July 1, 2012	3.0% Increase
July 1, 2013	2.75% Increase
July 1, 2014	2.75% Increase

ITEM	FY11	FY12	FY13	TOTAL
7/1/2010 - 0%	0			-
7/1/2011 - 2% (7/1/11) 1% (1/1/12)		Funds previously appropriated		-
7/1/2012 - 3%			5,231	5,231.00
<b>TOTAL ROLL OUT COST OF 3 YEAR PERIOD</b>	<b>0</b>	<b>0</b>	<b>5,231</b>	<b>5,231.00</b>

## ARTICLE 5

## COLLECTIVE BARGAINING

**VOTED:** That the Town hereby ratifies the following financial items in the collective bargaining agreements and memoranda of agreement with the following enumerated collective bargaining units and hereby approves the following financial items relating to non-union employees and full-time elected officials:

**A. Local 680, American Federation of State, County, and Municipal Employees**

- (1) a 3% general wage increase effective July 1, 2012;
- (2) a 2.75% general wage increase effective July 1, 2013;
- (3) a 2.75% general wage increase effective July 1, 2014;
- (4) snow and ice incentive increase; and
- (5) tool allowance increase

and that for this purpose the sum of \$150,627.00, which is to be raised by the general tax and which has been previously appropriated and set aside by vote of the 2012 Annual Town Meeting under Warrant Article 38, may be expended under the direction of the Town Manager, provided that this vote shall be null and void unless the collective bargaining unit has ratified the collective bargaining agreement no later than October 9, 2012;

**B. Service Employees International Union**

- (1) a 3% general wage increase effective July 1, 2012;
- (2) a 2.75% general wage increase effective July 1, 2013;
- (3) a 2.75% general wage increase effective July 1, 2014;
- (4) snow and ice incentive; and
- (5) pay for performance program

and that for this purpose the sum of \$72,286.00, which is to be raised by the general tax and which has been previously appropriated and set aside by vote of the 2012 Annual Town Meeting under Warrant Article 38, may be expended under the direction of the Town Manager;

**C. Robbins Library Professional Association**

- (1) a 3% general wage increase effective July 1, 2012;
- (2) a 2.75% general wage increase effective July 1, 2013; and
- (3) a 2.75% general wage increase effective July 1, 2014

and that for this purpose the sum of \$15,453.00, which is to be raised by the general tax and which has been previously appropriated and set aside by vote of the 2012 Annual Town Meeting under Warrant Article 38, may be expended under the direction of the Town Manager;

**D. Local 1297, International Association of Firefighters**

- (1) a 2% general wage increase effective September 1, 2011;
- (2) a 1% general wage increase effective January 1, 2012;
- (3) a 3% general wage increase effective July 1, 2012;
- (4) a 2.75% general wage increase effective July 1, 2013;
- (5) a 2.75% general wage increase effective July 1, 2014;
- (6) EMT increases for FY13 and FY14; and
- (7) purchase of promotional examination study guides and reimbursement of certain promotional examination costs

and that for this purpose the sum of \$91,591.00, which is to be raised by the general tax and which has been previously appropriated and set aside by vote of the 2012 Special Town Meeting under Warrant Article 3, and the sum of \$250,240.00, which is to be raised by the general tax and which has been previously appropriated and set aside by vote of the 2012 Annual Town Meeting under Warrant Article 38, may be expended under the direction of the Town Manager, provided that this vote shall be null and void unless the collective bargaining unit has ratified both the memorandum of agreement and collective bargaining agreement no later than October 9, 2012;

**F. Arlington Ranking Police Officers' Association**

- (1) a 2.75% general wage increase effective January 1, 2012;
- (2) a 3% general wage increase effective July 1, 2012;
- (3) a 2.75% general wage increase effective July 1, 2013;
- (4) a 2.75% general wage increase effective July 1, 2014;
- (5) staff assignment premiums; and
- (6) clothing allowance increase

and that for this purpose the sum of \$33,551.00, which is to be raised by the general tax and which has been previously appropriated and set aside by vote of the 2012 Special Town Meeting under Warrant Article 3, and the sum of \$88,462.00, which is to be raised by the general tax and which has been previously appropriated and set aside by vote of the 2012 Annual Town Meeting under Warrant Article 38, may be expended under the direction of the Town Manager;

**G. M Schedule and Non-Union Employees**

- (1) a 3% general wage increase effective July 1, 2012;
- (2) a 2.75% general wage increase effective July 1, 2013; and
- (3) a 2.75% general wage increase effective July 1, 2014;

and that for this purpose the sums of \$50,395.00 (M Schedule) and \$70,105.00 (non-union), which are to be raised by the general tax and which have been previously appropriated and set aside by vote of the 2012 Annual Town Meeting under Warrant Article 38, may be expended under the direction of the Town Manager; and

**H. Full-Time Elected Officials**

- (1) a 3% general wage increase effective July 1, 2012;
- (2) a 2.75% general wage increase effective July 1, 2013; and
- (3) a 2.75% general wage increase effective July 1, 2014;

and that for this purpose the sum of \$5,231.00, which is to be raised by the general tax and which has been previously appropriated and set aside by vote of the 2012 Annual Town Meeting under Warrant Article 38, may be expended under the direction of the Town Manager; and that the Classification and Pay Plan be and hereby is amended accordingly.

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**PROPOSED VOTES  
SPECIAL TOWN MEETING 10.10.12**

**ARTICLE 4**

**AMENDMENTS TO FY2013 BUDGETS**

**VOTED:** That the amounts previously appropriated by the 2012 Annual Town Meeting under Sub-Budget No. 20 under Article 40 to defray obligations, outlays, and expenses for Education for the Fiscal Year ending June 30, 2013, be and hereby are amended by increasing the amount appropriated by \$970,000 to \$45,612,598, said additional amount to be taken from available funds in the treasury.

**ARTICLE 6**

**CAPITAL BUDGET/THOMPSON SCHOOL**

**VOTED:** That the sum of \$2,873,671.74 be and hereby is appropriated from the Sale of Real Estate Fund to fund the reconstruction of the Thompson Elementary School located at 60 North Union Street.